



BETHANY
PRECEPTORY AND PRIORY
No. 68

WINNIPEG

BY-LAWS



BETHANY
PRECEPTORY AND PRIORY
No. 68
WINNIPEG

DISPENSATION
5th April A.D. 1926

INSTITUTED
20th April A.D. 1926

CHARTERED
10th August A.D. 1926

BY-LAWS
of
Bethany Preceptory and Priory
No. 68

Of the United Religious and Military Orders of the
Temple and of St. John of Jerusalem,
Palestine, Rhodes and Malta.

Under the Sovereign Great Priory of Canada.

PREAMBLE

Whereas by the Statutes of the Sovereign Great Priory of Canada every Preceptory is required to adopt By-Laws and Regulations for its government.

Therefore be it enacted that this Preceptory, and every member thereof, shall be subject and render due allegiance and fealty to the said Sovereign Great Priory of Canada, and all Statutes and Laws present and future of the same.

ARTICLE I.

TITLE

In accordance with its Warrant of Constitution, this Preceptory is styled "BETHANY" Preceptory and Priory of the United Religious and Military Orders of the Temple and of St. John of Jerusalem, Palestine, Rhodes and Malta No. 68 under the Registry of the Sovereign Great Priory of Canada.

ARTICLE II.

ASSEMBLIES

Section 1.—The Regular Assembly of this Preceptory shall be held on the fourth Thursday of each

month (except the months of June, July and August), at the City of Winnipeg in the Province of Manitoba, at 8 p.m. or at such hour as the Presiding Preceptor may order, to be stated in the summons.

Section 2.—Emergency Assemblies of the Preceptory may be held at any time by command of the Presiding Preceptor. The particular reason for convening an Emergent Assembly shall be expressed in the Summons, and no business but that so expressed shall, under any pretence whatever, be entered on at such Assembly.

Section 3.—Seven days' notice of all Regular and Special Assemblies shall be given except in case of an Emergent Assembly for a funeral.

ARTICLE III.

OFFICERS

The Officers of this Preceptory shall consist of the Presiding Preceptor, Constable, Marshal, Chaplain, Treasurer, Registrar, Sub-Marshal, also a Captain of Guard, Almoner, two Standard Bearers, Sword Bearer, Captain General, Organist, and a Guard.

ARTICLE IV.

ELECTION AND APPOINTMENT OF OFFICERS

Section 1.—The Presiding Preceptor, Constable, Marshal, Chaplain, Registrar, Treasurer, and Sub-Marshal shall be elected by ballot, and one auditor, who shall be a Chartered Accountant, and a Guard, by an open vote, all at the Regular Assembly in April, a majority of the votes cast being necessary to an election.

Section 2.—Notice for such election shall be issued by the Registrar, with the names of all the Knights eligible for the office of Presiding Preceptor inserted therein.

Section 3.—At the succeeding regular Assembly in May, or as the Presiding Preceptor may order, the elected officers shall be installed, after which the Presiding Preceptor shall immediately appoint and invest the Captain of the Guard, Almoner, two Standard Bearers, Sword Bearer, Captain-General and Organist.

ARTICLE V.

DUTIES OF OFFICERS

Section 1.—Each Officer shall perform such duties as are traditionally appropriate to his station, or which may be specifically assigned him, and every officer shall be held personally responsible to the Presiding Preceptor and through him to the Preceptory, that his office is filled with fidelity, dignity and honor.

Section 2.—It is the duty of the Presiding Preceptor to see that the By-Laws are duly observed, as well as the Statutes, Laws, and Regulations, of the Sovereign Great Priory, that accurate records are kept, and just accounts rendered by the proper Officers; that the returns are made regularly to the Great Priory, and the annual dues promptly paid. He shall be held responsible for the safe keeping of the Charter, and see that an inventory of the Paraphernalia and Property of the Preceptory is kept, and the whole is insured against loss by fire for such sum as the Council shall deem sufficient.

Section 3.—The duties of the Constable, Marshal, and Sub-Marshal shall be to assist the Presiding Preceptor in the various duties of his Office, receive his orders on all occasions, and see them duly executed.

Section 4.—The Treasurer shall receive from the Registrar, duplicates of all deposit slips, certified by the Bank as to amount, and on which must be shown complete details of the source of such de-

posits. He shall periodically issue notices for verification of dues payable to the Preceptory. He shall be the Custodian of all securities of the Preceptory. He shall furnish a bond to be paid for by the Preceptory.

Section 5.—The Registrar shall keep in regular manner the following books; an Attendance Book, a Guard book for applications, a Register or Roll Book, a Members Dues Ledger, a Vow Book, a Cash Book and any other necessary books of Accounts, all of which must be produced for inspection when required by the proper authorities. He shall receive all monies, give his receipt therefor and deposit them immediately in a chartered Bank selected by the Preceptory in the name of "Bethany Preceptory, No. 68, Knights Templar," giving to the Treasurer duplicates of all deposit slips, certified by the Bank as to amount, and on which must be shown complete details of the source of such deposits. He shall pay all accounts authorized by the Preceptory by cheque signed by the Presiding Preceptor, the Treasurer and himself. He shall keep a minute book in which shall be recorded all the proceedings of each Assembly of the Preceptory which he shall sign. These minutes are to be read for confirmation at the ensuing Regular Assembly, and, when confirmed, certified at the left hand corner of the page by the Preceptor presiding.

The Registrar shall issue all notices, in due time, for all Regular and Emergent Assemblies. He shall, before the last day of the month of June, in each year, transmit to the Grand Chancellor all additions and deductions from the Roll, on the forms provided, together with the fees and dues payable to the Sovereign Great Priory of Canada. He shall furnish a Bond, same to be paid for from the funds of the Preceptory.

Section 6.—The Auditor shall audit and inspect the books of the Preceptory, and at the Regular

Assembly in the month of September, present, with his report thereon, the following statements showing complete details.—A Balance Sheet (Assets and Liabilities, Receipts and Disbursements and Revenue and Expenditure).

ARTICLE VI.

COMMITTEES

There shall be five Standing Committees viz.—Council, Finance Committee, Sick and Visiting Committee, Entertainment Committee, and Uniform and Equipment Committee.

Section 1.—(a) On the day of Installation, a Council shall be appointed, consisting of the Presiding Preceptor, All Preceptors, the Constable, Marshal, Chaplain, Registrar, Treasurer, Sub-Marshal, with two other Fratres of skill and ability, one of whom shall be appointed by the Presiding Preceptor, and the other elected by an open vote of the majority of the Fratres present.

- (b) The Constable shall be chairman, and the Registrar, the Secretary.
- (c) They shall meet when called by the Presiding Preceptor, or in his absence, by the Constable.
- (d) To this Council shall be referred the Petitions of Candidates for Installation or Affiliation, subjects of complaints or irregularities against the Fratres, or others; applications for Templar relief, or any other matter affecting the honor of the Preceptory, and requiring investigation, the result of the same to be reported to the Preceptory, if requisite, for approbation.
- (e) All communications and accounts relating to the general business of the Preceptory shall be considered by the Council.
- (f) The Council may consider and make recommendations on any subject concerning the welfare of the Preceptory.

- (g) All Knights, members of the Preceptory, shall be entitled to attend meetings of the Council but shall not have a vote.
- (h) The Council shall cause to be presented to the Preceptory at its regular meeting a report of the proceedings of their last meeting.
- (i) Five shall constitute a quorum.

Section 2.—The Finance Committee shall consider the report of the Auditor and make whatever recommendations are deemed necessary.

Section 3.—The Chairman of the Sick and Visiting Committee shall be the Constable.

Section 4.—The Chairman of the Entertainment Committee shall be the Marshal.

Section 5.—The Chairman of the Uniform and Equipment Committee shall be the Sub-Marshal.

ARTICLE VII.

MEMBERSHIP

Section 1.—Every candidate for admission into this Preceptory shall be a Royal Arch Mason, and an active member in good standing in his Chapter. He must be personally known to his proposer and seconder, and be well reputed for moral and gentlemanly conduct.

Section 2.—Every candidate shall sign an application in the form prescribed in the Statutes, which application shall be presented to the Preceptory, with the names of two Knights thereon recommending the same, and such information as required by the Statutes shall be inserted in the summons for the Assembly of the Preceptory at which the ballot is intended to be passed, said ballot to be in accordance with the Statutes of Sovereign Great Priory.

Section 3.—Should an accepted candidate for Installation fail to present himself for the Orders with twelve months of his acceptance a new proposition and ballot shall be required.

ARTICLE VIII.

AFFILIATION

Fratres joining or affiliating with this Preceptory shall sign an application and be proposed and balloted for as provided for by the Statutes. The Ballot must be unanimous.

ARTICLE IX.

HONORARY MEMBERSHIP

Any Frater, by unanimous ballot of the Preceptory, may be elected an Honorary Member, with full rights and privileges of ordinary membership, and shall be exempt from all fees and dues.

ARTICLE X.

LIFE MEMBERSHIP

Any Frater who has been a paying member of this Preceptory for twenty years, and being clear on the books, may, upon application in person or writing, and on payment of the sum of Fifty (\$50.00) Dollars, be elected to Life Membership in this Preceptory by ballot at any Regular Assembly. The Registrar shall issue a certificate, bearing the seal of the Preceptory, to all such Life Members.

ARTICLE XI.

WITHDRAWAL

Any member desiring to withdraw from the Preceptory, and having paid all his indebtedness thereto, shall make application in writing for a demit, which shall, on majority vote of the Preceptory, be granted, provided no just cause be shown for declining to issue it.

ARTICLE XII

UNIFORM

The Uniform shall be as provided for in the Statutes of Sovereign Great Priory.

ARTICLE XIII.

FEES AND DUES

Section 1.—Every candidate for Installation shall pay the sum of Sixty (\$60.00) Dollars previous to receiving the Order of the Red Cross, which fee shall include fees due to Great Priory for Registration and Certificate, Payment to the Orphans' Fund, a White Mantle and Star, and a copy of the Statutes and By-Laws.

Section 2.—The fee for an affiliating member shall be Two Dollars (\$2.00), which shall be forwarded to the Registrar with his application.

Section 3.—The annual dues for each member shall be Seven (\$7.00) Dollars, payable in advance.

ARTICLE XIV

NON-PAYMENT OF DUES

Section 1.—Should the Dues of a member remain unpaid for more than twelve months, his name shall be submitted by the Registrar to the Council, who may recommend to the Preceptory that a summons be issued for said delinquent member to appear and show cause why he should not be suspended for non-payment at the next Regular Assembly.

Section 2.—Such summons with the amount of his indebtedness (over the seal of the Preceptory) shall be mailed, registered, to his last known address, and P.O. receipt filed.

Section 3.—If said summons is neglected or ignored by the Knight, he shall, by majority vote of the Preceptory, be declared suspended, and shall be notified thereof by the Registrar.

Section 4.—A suspended Frater cannot be restored until he has complied with Statute 103 of Sovereign Great Priory.

ARTICLE XV

SIGNING BY-LAWS

Every Frater on his Installation shall sign the Vow Book (which shall contain a copy of these By-Laws) in token of his assent thereto.

ARTICLE XVI

ALTERATION OF BY-LAWS

Any part of these By-Laws may be amended or annulled, or others substituted in their stead, by a notice of motion given at a Regular Assembly, which shall be entered on the Minutes and inserted in the notices for the next Assembly, when the proposed alteration shall come before the Preceptory for discussion. The assent of two-thirds of the members present shall be necessary for the adoption of the amendment, which must then be submitted to the Provincial Prior for approval, and, by him, to the Grand Master for his confirmation, before it becomes law.

ARTICLE XVII

ORDER OF BUSINESS

1. The arrangement of the business may be the following, or otherwise, at the discretion of the Presiding Preceptor.

- (a) Reading and confirming the minutes of previous Assemblies.
- (b) Business arising out of Minutes.
- (c) Report of Council.
- (d) Communications.
- (e) Receiving Petitions.
- (f) Balloting for Candidates.
- (g) Reports of Committees.
- (h) General Business.
- (i) Conferring Orders.

RULES OF ORDER

1. A Frater desiring to speak on any subject shall rise and respectfully address the chair; he shall not speak twice on the same subject, save in explanation, or as a mover of a resolution in reply, or unless by permission of the Presiding Preceptor, and all motions, if desired by any Frater, shall be put in writing, with the names of the mover and seconder thereon.

2. All matters not otherwise provided for in the Statutes or these By-Laws shall be decided by a majority of open votes.

3. The votes of the Members shall be given by each holding up his right hand, and shall be counted by the Presiding Preceptor or Sub-Marshal, unless the numbers should be so unequal as to render counting unnecessary.

4. A Frater desiring to speak or submit a motion shall rise, and, respectfully addressing the Presiding Preceptor, shall confine his remarks to the question, and observe order and decorum.

5. Whoever shall interrupt a Knight, except to call him to order, shall be liable to reprimand by the Presiding Preceptor.

6. On a point being raised, while a Frater is speaking, or when a Frater is called to order by the Presiding Preceptor, he shall at once take his seat. The point of order shall then be stated, and the Presiding Preceptor shall decide thereupon without debate, after which the Frater may be heard.

7. Every Frater shall at once obey the call of the Presiding Preceptor.

8. Whenever a question has been submitted for consideration it cannot be withdrawn without the consent of the Preceptory.

9. No amendments to a motion shall be in order after an amendment to an amendment, but after a vote has been taken on an amendment, and it has

been declared lost, further amendments are in order.

10. A motion that has been declared lost cannot be revived at the same meeting of the Preceptory.

11. Every member present shall vote on any question brought before the Preceptory, unless excused by the Presiding Preceptor or Preceptory from doing so.

It is hereby certified that these By-Laws were read and adopted at the Regular Assembly of BETHANY Preceptory No. 68, held on the Twenty-fourth day of the month of February, A.D. 1944, every member of the Preceptory having been duly notified by the Registrar that the By-Laws would be submitted at said Assembly for consideration.

W. J. BOORMAN,

Presiding Preceptor

(SEAL)

J. FRANCE-HUGHES,

Registrar

Recommended.

S. B. FLACK,

Prov. Grand Prior

Approved and Confirmed.

R. L. DOBBIN,

Supreme Grand Master

Attest.

W. W. WILLIAMSON,

Grand Chancellor

